



THE CITY OF GROTON  
CONNECTICUT  
295 MERIDIAN ST  
06340-4000  
860-446-4110

**INVITATION TO BID  
INSTALLATION OF EXTRUDED CONCRETE CURB  
IN CONJUNCTION WITH REPAVING THE ROADS IN GROTON ESTATES  
CITY OF GROTON  
GROTON, CT  
July 11<sup>th</sup> 2013  
BID PROPOSAL 10-13**

The City of Groton will receive proposals at the Office of the Purchasing Agent, 295 Meridian Street, Groton, Connecticut 06340, until 9:00 A.M. on July 10th 2013 at which time they will be publicly opened and read aloud.

The City is repaving the streets in an apartment complex known as Groton Estates in the City of Groton Connecticut. The City is seeking Bids for extruded concrete curbing installation to be done along those roads. The required Bid Form and Specifications are attached.

Dated this the 25<sup>th</sup> day of June 2013 at Groton, Connecticut.

CITY OF GROTON

David McCord  
Purchasing Agent  
446-4117

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**TECHNICAL SPECIFICATIONS**

**EXTRUDED CONCRETE CURB SPECIFICATIONS**

The concrete curb mix will include approximately 75% state approved concrete sand and 3/8 stone. The mix will contain 620 +/- pounds of cement per cubic yard, and one pound of fiber mesh per cubic yard. Concrete to be at or exceed 4000 P.S.I in 28 days and made to ASTM C94 Ready Mixed concrete reg.

The concrete will hold the shape of the curb section without slumping after process of extrusion, and look pleasing to the eye.

The 6" or 8" extruded curb will be adhered to the existing pavement by using an approved concrete to asphalt adhesive or a two part epoxy, designed to bond to fresh concrete to existing pavement.

The curb is to follow the contour of the pavement. Control joints must be cut as soon as possible and uniform to the eye. The control joints will be installed at nine foot intervals and more often on a radius.

The finished curb will be sprayed with a curing compound, which is designed to seal the surface and also to form a membrane to slow the loss of water from the fresh concrete.

**Itemized Scope of Project**

Dimensions required curb are as follows:

7,100' of 6" wide extruded concrete curb priced at both 6" and 8" height.

And:

587' of 6" wide extruded concrete curb 18" in depth/height.

## **INSURANCE REQUIREMENTS**

The Contractor, at his expense, will provide, carry and maintain throughout the term of this Contract, adequate insurance as requested by the City that will protect the Contractor, the City of Groton, its officers, employees and volunteers from any and all claims for loss, damage, injury or death which may arise from the operation of this Contract by the Contractor or anyone directly or indirectly employed by them. Policies shall be so written that the City will be notified of cancellation at least thirty (30) days prior to the effective date of such cancellation. Certificates showing that all of the Contractor's operations are covered, and stating the coverage with the City included as an additional insured, the limits of liability, expiration dates and exclusions, if any, will be filed with the City of Groton before the term of the Contract commences.

The Contractor shall provide the City with certification by a properly qualified representative of the insurer that the Contractor's insurance complies with this section.

All of the insurance policies required shall have the legal company name of the insurer providing coverage, and contain the current rating of the insurer as provided by "Best's Insurance Reports," which must be A-, VII or above. This obligation applies to coverage written on an "occurrence" as well as a "claims-made" basis.

The Insurance Certificate must state whether coverage's are written on an "occurrence" basis or a "claims-made" basis. All insurance must maintain that the City is an "additional insured" for General Liability and Umbrella policies, and any other coverage's as the City may require for specific projects. Such insurance must be issued by insurance companies licensed to write such insurance in the State of Connecticut.

The City of Groton, its officers, officials, employees and volunteers are to be covered as insured's as respects liability arising out of activities performed by or on behalf of the Contractor; products and completed operations of the Contractor; premises owned, occupied, or used by the Contractor. The coverage shall contain no special limitations on the scope of protection afforded to the City, its officers, officials, employees, or volunteers.

The Contractor's insurance coverage shall be primary insurance as respects the City, its officials, employees and volunteers. Any insurance or self insurance maintained by the City, its officers, officials, employees or volunteers shall be excess of the Contractor's insurance and shall not contribute with it.

**SECTION A.            WORKER'S COMPENSATION AND EMPLOYER'S LIABILITY**

**Worker's Compensation** must be provided in accordance with the Worker's Compensation Laws of Connecticut. Should a Contractor be involved in operations requiring coverage under special State or Federal Acts, such as Maritime or Railroad, the Contractor must provide evidence of this coverage. Should a Contractor be exempt from the Worker's Compensation Laws of the State of Connecticut, or any other State or Federal requirements, evidence of such exemption must be provided to the City and a "Hold-Harmless" agreement provided in language satisfactory to the City holding it harmless in the event of any claim for injury or damages. Contractors based out-of-state must provide evidence that their Worker's Compensation policy will cover injuries/illnesses sustained while working in the State of Connecticut.

The Contractor is responsible for ensuring that all of its Sub-Contractors carry Worker's Compensation Insurance, as described above.

**Employer's Liability** must be provided in accordance with the following limits:

\$1,000,000 each – Bodily Injury  
\$1,000,000 disease – Policy Limit – Bodily Injury  
\$1,000,000 disease – Each Employee – Bodily Injury

**SECTION B.            GENERAL LIABILITY**

**B.1.    OCCURRENCE POLICY GUIDELINES**

General Liability – Written under commercial or comprehensive form including the following: (Premises/Operation, Products/Completed Operations, Contractual, Independent Contractors, Broad Form Property Damage, and Personal Injury).

- ◆ General Aggregate  
\$1,000,000
- ◆ Products/Completed Operations Aggregate  
\$1,000,000
- ◆ Personal & Adv Injury  
\$1,000,000
- ◆ Each Occurrence  
\$1,000,000
- ◆ Fire Damage (any one fire)  
\$1,000,000
- ◆ Medical Expense (any one person)  
\$10,000

- ◆ Also, “follow form” umbrella coverage over General Liability, Employer’s Liability and Auto Liability in a minimum amount of \$1,000,000.

The City requires that these aggregate limits be maintained by the Contractor as required. It is the responsibility of the Contractor or his representative to notify the City if ever or whenever claims reduce the General Aggregate below \$1,000,000. If the aggregate limits include defense costs the City should be so notified. It is the responsibility of the Contractor and his insuring agent to provide the City with current certificates throughout the Contract period keeping the required limits in full force and effect. The City of Groton reserves the right to modify or change the requirements at any time if it is in the best interest of the City to do so.

## B.2. CLAIMS-MADE COVERAGE GUIDELINES

General Liability – Written under commercial or comprehensive form including the following: (Premises/Operations, Products/Completed Operations, Contractual, Independent Contractors, Broad Form Property Damage, and Personal Injury).

The City requires that the Certificate of Insurance include the retroactive date of the policy. Retroactive dates must be either before or coincident with the Contract’s inception.

The City requires prompt and immediate notice of the following:

1. Erosion of any aggregate limits;
2. Advance of any retroactive dates;
3. Cancellation or non-renewal. Prior 30-day notice.

The City requires that any extended reporting period premium be paid by the named insured. The reporting of possible claims to the City of Groton is necessary and the City retains the right to require that the extended reporting period be invoked by the Contractor at his/her expense. The City requires that if any excess coverage is secured to meet the requirements that the retroactive dates be concurrent with the primary policy and that the retro dates be either before or coincident with the inception of the Contract. If the retroactive date is moved, or if the policy is cancelled or not renewed, the Contractor must invoke the tail coverage option, at no expense to the City but rather at the expense of the Contractor, in order to adequately assure that the policy meets the above requirements.

**Liability Limits:** Same as those under Section B.1. “Occurrence Policy Guidelines.”

## **SECTION C.        AUTOMOBILE LIABILITY**

### **C.1.    AUTOMOBILE COVERAGE GUIDELINES**

Automobile Liability – Coverage for commercial or comprehensive automobile liability (vehicular), covering any auto, all owned autos (private passenger), all owned autos (other than private passenger), hired autos and non-owned autos.

- ◆ Combined Single Limit – Bodily Injury/Prop Damage  
\$1,000,000
- ◆ Also, “follow form” umbrella coverage over General Liability, Employer’s Liability and Auto Liability in a minimum amount of \$1,000,000.

Insurance under B & C above must provide for a 30-day notice to the City of Groton of cancellation, non-renewal, termination, or any restrictive amendment.

## **SECTION D.        PROFESSIONAL LIABILITY**

- D.1.    The Contractor must have professional errors and omissions coverage with a liability limit of \$1,000,000 aggregate. The professional firm must provide proof that these limits are available under the policy depicted in the Certificate of Insurance. The professional is responsible for the payment of any deductible associated with any claim made against this policy. The firm must state whether the coverage is occurrence-form or claims-made coverage. If the coverage is claims-made it is the Contractor’s responsibility to assure that the coverage remains in force not only concurrently with the project dates but as per the terms of the Contract specifications.

The Certificates of Insurance must be received by the City of Groton prior to the signing of any Contract documents.

## **Drug and Alcohol Testing Program**

The City of Groton, is obligated by law/regulation to assure that all contractors providing services to the City of Groton involving driving commercial vehicles with a gross vehicle weight of more than 26,000 pounds (inclusive of a towed unit with a gross vehicle weight of more than 10,000 pounds), or are used in the transportation of hazardous materials in a quantity requiring "placarding" be in compliance with substance abuse testing requirements, and when applicable, alcohol testing requirements.

The contractor to whom the work is awarded and all contractors that provide driving services must be able to deliver evidence that they and there subcontractors are in compliance with this part of this contract/purchase order. For those Contractors/Subcontractors who do not have a Drug and Alcohol Testing Program in place, the City of Groton will make available to the Contractor/Subcontractor at an additional cost, it's Program Administrator to put the Contractor/Subcontractor in compliance with the state and/or federal laws and regulations regarding drug and/or alcohol testing as determined by the City of Groton or it's designee.

### **BONDING REQUIREMENTS**

A PERFORMANCE BOND in an amount equal to one hundred percent (100%) of the CONTRACT price recorded in the proposal form of the CONTRACT as executed and a PAYMENT BOND in like amount, will be required from the successful BIDDER for the City of Groton and executed by a surety company authorized to transact business in the State of Connecticut, and accompanied by power of attorney for the type of bond submitted.

OR

In lieu of a PERFORMANCE BOND and PAYMENT BOND, a security in a form acceptable to the City (for example, a letter of credit or an assigned passbook) in the amount of one hundred percent (100%) of the CONTRACT may be substituted for each.

## **NON-COLLUSION**

In submitting this bid/proposal, the undersigned declares that this is made without any connection with any persons making another bid/proposal or the same contract; that the bid/proposal is in all respects fair and without collusion, fraud or mental reservation; and that no official of the City, or any person in the employ of the City is directly or indirectly interested in said bid/proposal or in the supplies or work to which it relates, or in any portion of the profits thereof.

Please provide a list of at least 5 recently completed projects and contact information for a knowledgeable representative of each customer.

Any variations from specifications and/or recommended options must be clearly indicated and/or explained and the final decision of acceptance or rejection is that of the City Purchasing Agent.

Bids must be received by July 11<sup>th</sup> 2013 9:00 A.M. on this form at the Office of the Purchasing Agent, 295 Meridian Street, Groton, Connecticut 06340 in a sealed envelope bearing your company name and address.



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**REQUIRED PROPOSAL FORM**

The City of Groton reserves the right to accept any quotation or to reject any quotation or any part of any quotation should it deem it to be in its own best interest to do so.

Installation of Extruded Concrete Curb:

“6 wide by 6” high per foot \$ \_\_\_\_\_

“6 wide by 8” high per foot \$ \_\_\_\_\_

6 wide by 18” high per foot \$ \_\_\_\_\_

\_\_\_\_\_  
Company

\_\_\_\_\_  
Signature

\_\_\_\_\_

\_\_\_\_\_  
Print or Type Name

\_\_\_\_\_

\_\_\_\_\_  
Telephone and Fax

\_\_\_\_\_  
Address

\_\_\_\_\_  
Date

City of Groton Acceptance of Proposal

\_\_\_\_\_  
PURCHASING AGENT  
David M. McCord